



20 Excel functions, formulas & examples

	Function	Formula	Example
1	Add values together	<code>=SUM(range)</code>	<code>=SUM(A1:A10)</code>
2	Add individual values	<code>=value1+Value2</code>	<code>=A1+A2</code>
3	Subtract individual values	<code>=value1-Value2</code>	<code>=A1-A2</code>
4	Multiply individual values	<code>=value1*Value2</code>	<code>=A1*A2</code>
5	Multiply individual values	<code>=value1/Value2</code>	<code>=A1/A2</code>
6	Get average of numbers	<code>=AVERAGE(range)</code>	<code>=AVERAGE(A1:A10)</code>
7	Get the nth smallest value	<code>=SMALL(range,n)</code>	<code>=SMALL(A1:A10,3)</code>
8	Get the nth largest value	<code>=LARGE(range,n)</code>	<code>=LARGE(A1:A10,3)</code>
9	Get the smallest value	<code>=MIN(range)</code>	<code>=MIN(A1:A10)</code>
10	Get the largest value	<code>=MAX(range)</code>	<code>=MAX(A1:A10)</code>
11	Format number into date	<code>=TEXT(number,format)</code>	<code>=TEXT(45768,"d month yyyy")</code>
12	Compare items	<code>=EXACT(item1,item2)</code>	<code>=EXACT("a","A")</code>
13	Get the day number	<code>=DAY(date)</code>	<code>=DAY("7 May 2025")</code>
14	Get the month number	<code>=MONTH(date)</code>	<code>=MONTH("7 May 2025")</code>
15	Get the year number	<code>=YEAR(date)</code>	<code>=YEAR("7 May 2025")</code>
16	Test for a specific condition	<code>=IF(logic,TRUE,FALSE)</code>	<code>=IF(A1>10,"Pass","Fail")</code>
17	Test for numeric value	<code>=ISNUMBER(value)</code>	<code>=ISNUMBER(1)</code>
18	Test for text value	<code>=ISTEXT(value)</code>	<code>=ISTEXT("a")</code>
19	Look up and retrieve a value in a table	<code>=VLOOKUP(lookup_value,table_array,col_index_num,range_lookup)</code>	<code>=VLOOKUP(F1,A1:D10,4,FALSE)</code>
20	Look up and retrieve values in a table	<code>=XLOOKUP(lookup_value,lookup_array,return_array)</code>	<code>=XLOOKUP(F1,A1:A10,B1:D10)</code>

Microsoft Excel Functions And Formulas Computer Science

A. Nandy



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Table of Contents Microsoft Excel Functions And Formulas Computer Science

1. Understanding the eBook Microsoft Excel Functions And Formulas Computer Science
 - The Rise of Digital Reading Microsoft Excel Functions And Formulas Computer Science
 - Advantages of eBooks Over Traditional Books
2. Identifying Microsoft Excel Functions And Formulas Computer Science
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Microsoft Excel Functions And Formulas Computer Science
 - User-Friendly Interface

4. Exploring eBook Recommendations from Microsoft Excel Functions And Formulas Computer Science
 - Personalized Recommendations
 - Microsoft Excel Functions And Formulas Computer Science User Reviews and Ratings
 - Microsoft Excel Functions And Formulas Computer Science and Bestseller Lists
5. Accessing Microsoft Excel Functions And Formulas Computer Science Free and Paid eBooks
 - Microsoft Excel Functions And Formulas Computer Science Public Domain eBooks
 - Microsoft Excel Functions And Formulas Computer Science eBook Subscription Services
 - Microsoft Excel Functions And Formulas Computer Science Budget-Friendly Options
6. Navigating Microsoft Excel Functions And Formulas Computer Science eBook Formats
 - ePub, PDF, MOBI, and More
 - Microsoft Excel Functions And Formulas Computer Science Compatibility with Devices
 - Microsoft Excel Functions And Formulas Computer Science Enhanced eBook Features
7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Microsoft Excel Functions And Formulas Computer Science
 - Highlighting and Note-Taking Microsoft Excel Functions And Formulas Computer Science
 - Interactive Elements Microsoft Excel Functions And Formulas Computer Science
8. Staying Engaged with Microsoft Excel Functions And Formulas Computer Science
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Microsoft Excel Functions And Formulas Computer Science
9. Balancing eBooks and Physical Books Microsoft Excel Functions And Formulas Computer Science
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Microsoft Excel Functions And Formulas Computer Science
10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
11. Cultivating a Reading Routine Microsoft Excel Functions And Formulas Computer Science
 - Setting Reading Goals Microsoft Excel Functions And Formulas Computer Science
 - Carving Out Dedicated Reading Time

12. Sourcing Reliable Information of Microsoft Excel Functions And Formulas Computer Science
 - Fact-Checking eBook Content of Microsoft Excel Functions And Formulas Computer Science
 - Distinguishing Credible Sources
13. Promoting Lifelong Learning
 - Utilizing eBooks for Skill Development
 - Exploring Educational eBooks
14. Embracing eBook Trends
 - Integration of Multimedia Elements
 - Interactive and Gamified eBooks

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